



GOVERNMENT OF GUAM
HAGATNA, GUAM 96932

GUAM POLICE DEPARTMENT
DIPATTAMENTON POLISIAN GUAHAN



Vol. V-A

GENERAL ORDER	Date of Issue:	Effective: IMMEDIATELY	No. 700-
Reference: 1. Public Law No. 37-057 2. Title 10 GCA, ARTICLE 4, "BODY-WORN CAMERAS" §77401-77408 3. Policy Considerations for Body-Worn Cameras in Prosecutor Offices, Bureau of Justice Assistance 4. Body-Worn Cameras and the Courts, National Center for State Courts, State Justice Institute 5. Body-Worn Cameras Model Policy, International Association of Chiefs of Police 6. Body-Worn Video Cameras for Law Enforcement Assessment Report, Department of Homeland Security 7. Police Officer Body-Worn Cameras, Department of Justice	Rescinds: General Order 700-60 Body-Worn Cameras and all other directives pertaining to Body-Worn Cameras. Revised to meet the Administrative Adjudication Act		

SUBJECT: BODY-WORN CAMERAS (BWC)

PURPOSE:

The purpose of this policy is to establish policies and procedures for the proper use, management, storage, and retrieval of recordings from body-worn cameras (BWCs) issued to sworn officers of the Guam Police Department (GPD). The use of BWCs is intended to enhance transparency, accountability, and public trust while also protecting officers and citizens during interactions.

The GPD authorizes the use of BWCs to record specific categories of audible and visual interactions between officers and the public and to retain associated videos pending adjudication plus five years. Videos of death investigations will be kept indefinitely; all other videos will be retained for no less than one year from date of capture. Officers shall utilize the device in accordance with the provisions of this policy.

THIS ORDER CONSISTS OF THE FOLLOWING NUMBERED SECTIONS:

- I. POLICY**
- II. DEFINITIONS**
- III. DEPARTMENT RESPONSIBILITIES**
- IV. OFFICER RESPONSIBILITIES**
- V. SUPERVISOR RESPONSIBILITIES**
- VI. WHEN TO ACTIVATE**
- VII. WHEN TO DEACTIVATE**
- VIII. ADVISEMENT AND CONSENT**
- IX. WHEN NOT TO ACTIVATE**
- X. RESTRICTIONS**
- XI. VICTIM AND WITNESS STATEMENTS**

- XII. UNAUTHORIZED ACCESS AND USE**
- XIII. ACCIDENTAL RECORDINGS**
- XIV. DOCUMENT USE OF BODY-WORN CAMERAS**
- XV. UPLOADING, STORAGE AND RETENTION OF RECORDINGS**
- XVI. BODY-WORN CAMERAS RECORDINGS STORAGE AND ARCHIVING**
- XVII. RETRIEVAL AND OFFICIAL COPYING OF FOOTAGE**
- XVIII. REVIEW OF BODY-WORN CAMERA FILES**
- XIX. ADMINISTRATIVE REVIEW OF BODY-WORN CAMERA FILES**
- XX. TRAINING WITH BODY-WORN CAMERA FILES**
- XXI. OFFICER-INVOLVED INCIDENTS**
- XXII. POLICY AND PROGRAM REVIEW**
- XXIII. TRAINING**
- XXIV. REQUESTS TO VIEW / OBTAIN BWC FOOTAGE**

I. POLICY

It is the policy of the Guam Police Department to establish guidelines for the proper use, management, storage, and retrieval of recordings from body-worn cameras (BWCs) issued to sworn officers of the Guam Police Department (GPD). This policy also provides guidance and training on the use of BWCs to ensure officers operate them effectively and in compliance with departmental standards. While BWCs are intended to enhance transparency, accountability, and public trust, they also protect both officers and citizens during interactions. The Guam Police Department, in accordance with public law Title 10 Guam Code Annotated, Chapter 77 Article 4 BODY-WORN CAMERAS, which authorizes the use of BWCs to visually and audibly record specific types of interactions between officers and the public, shall use BWCs in accordance with this policy.

II. DEFINITIONS

Body-Worn Camera (BWC): A department-issued recording device worn on an officer's uniform to capture audio and video recordings of interactions between officers and the public.

Activation: The process of turning on the BWC to begin recording.

Deactivation: The process of stopping a BWC recording.

III. DEPARTMENT RESPONSIBILITIES

- A. The department shall ensure that each officer is trained in their responsibilities in the use of the body-worn camera prior to its deployment. The training shall include the following:
 - 1. Operation (including when to activate and deactivate), maintenance, and care;
 - 2. Mandatory, discretionary, and non-permissible uses of body-worn cameras;
 - 3. Significant changes in the law pertaining to body-worn cameras
 - 4. All personnel who are issued a body-worn camera will undergo refamiliarization training annually.

IV. OFFICER RESPONSIBILITIES

- A. Each department employee using a department-issued body-worn camera is responsible for ensuring that the camera is fully charged and in good working order at the beginning of their shift.
- B. If a department-issued device needs repair, officers shall notify their supervisor and turn the body-worn camera into the Supply Section for repair or replacement. Supply Section is responsible for maintaining a maintenance service log for each body-worn camera.
- C. Officers should wear the body-worn camera securely on the front of their body so as to provide a clear view of anything the officer is recording. The preferred area is around the chest area.
- D. Officers shall not deliberately remove, dismantle, or tamper with any hardware and/or the evidence management software component of a department-issued body-worn camera.
- E. Each officer is responsible for ensuring that their assigned body-worn camera is downloaded/uploaded during their shift as needed or, at the completion of their shift, or at any time the device's memory is deemed to be full.
- F. Media/evidence captured via the body-worn camera shall only be downloaded/uploaded to secure department-approved storage.
- G. At no time, except at the direction of the Chief of Police or his/her designee, shall the officer allow officers not involved in the investigation or individuals not employed by the Guam Police Department and or any civilians whether employees of the Guam Police Department or not to view stored footage.

V. SUPERVISOR RESPONSIBILITIES

- A. Supervisors shall ensure officers utilize the body-worn camera according to these policy guidelines.
- B. Supervisors shall ensure videos related to Officer-Involved Incidents are uploaded and/or downloaded as soon as possible following the event or as instructed by a supervisor. These include but are not limited to Use of Force incidents and Officer Involved Shootings (OIS).

VI. WHEN TO ACTIVATE

- A. There are many situations when to activate the body-worn camera; however, this policy is not intended to describe every possible circumstance. The safety of officers and members of the public is the highest priority, and the department acknowledges there may be situations in which the operation of the device is impractical or may be an impediment to public and officer safety.
- B. Additionally, the department recognizes human performance limitations during particularly stressful, critical situations. Officers shall make every effort to record non-enforcement contacts should they become confrontational, assaultive, or enforcement oriented.

- C. In addition to the required conditions, personnel may activate the system any time they feel its use would be appropriate and/or valuable to document an incident. Also, officers shall not be required to activate or deactivate their body-worn camera based solely on the requests or demands of a citizen but rather, they should rely on this policy to direct their use of the body-worn camera which may include the capturing of minors.
- D. During their shift, officers shall make every reasonable effort to activate the body-worn camera prior to arrival at any scene, initiating contact, or as soon as practical after initiating the following police actions:
 - 1. All enforcement encounters where there is at least reasonable suspicion the person(s) has committed, is committing, or may be involved in criminal activity. This includes, but is not limited to:
 - a) Detention, vehicle stops, pedestrian stops, and consensual encounters;
 - b) Probation, parole, post-release community supervision, mandatory supervision, or consent searches, "knock and talks;"
 - c) Taking or attempting to take a person into custody (e.g., arrests, protective custody of a mentally disturbed person, etc.);
 - d) Enforcement encounters where there is reason to believe that the individual is committing a violation for which a citation may be issued. (Traffic Pullovers);
 - e) All incidents involving the use of force;
 - f) All public interaction, regardless of context, which escalates and becomes adversarial;
 - g) Service of search or arrest warrants;
 - h) Suspect statements;
 - i) Witness/Victim statements (when practical);
 - j) Pursuits (when practical); or
 - k) Response to complaints or calls for service.

VII. WHEN TO DEACTIVATE

- A. Body-worn camera recordings shall not be intentionally terminated until the conclusion of the encounter, except for tactical or safety reasons or the encounter no longer holds evidentiary or investigative value. Anytime the recording is terminated prior to the end of the encounter, the reason(s) should be documented both on the body-worn camera recording before deactivation and in the subsequent police narrative report.
- B. Officers will use reasonable judgment in determining when to deactivate the body-worn camera, such as when the purpose for activation is no longer present. (Example: An officer is assigned to an outer perimeter position for an extended period of time and has no verbal or visual contact with involved parties.) (Example: Officers have secured an arrestee and are completing paperwork outside the presence of the arrestee unless the arrestee is combative, agitated, or otherwise uncooperative.)
- C. Keeping in mind that static situations may change rapidly, officers need to recognize it may be necessary to reactivate their body-worn cameras unexpectedly. (Example: Officers are assigned to an outer perimeter position with their cameras turned off, and a suspect exits the residence to surrender or run from police.)

D. Officers shall deactivate the body-worn camera when engaged in conversations with individuals with whom the officer is in a privileged relationship (e.g., spouse, attorney, police peer counselor, labor representative, minister, etc.) only if the encounter is of a personal nature where the officer is seeking guidance, counseling, etc. If the encounter is not of the personal nature and involves the reporting of a crime or any other police-related incident the body-worn camera shall remain on. Officers will verbally indicate why the body-worn camera is being deactivated and will reactivate the body-worn camera at the conclusion of the private conversation if the need for recording the police encounter or investigation still exists.

VIII. ADVISEMENT AND CONSENT

A. Generally, officers are **not** required to advise or obtain consent to utilize the body-worn camera from a private person when:

1. In a public place; or
2. In a location where there is an expectation of privacy (e.g., inside a building, residence, hotel or dwelling that is not open to the public), where the officer is lawfully present, after being called to said area in reference to a criminal complaint.

B. However, when initiating a police action as described above, in the "WHEN TO ACTIVATE" section, officers shall make a reasonable effort to advise persons they are being recorded with the body-worn camera unless the officer has reason to believe that doing so will endanger the safety of the officer or another officer or a member of the public or will interfere with the conduct of an investigation (i.e., a fight in progress, tactical operations, armed subjects, etc.).

C. When an officer's legal grounds for a search within a residence are based solely on consent, they are required to **both advise and obtain consent** to record with a body-worn camera from the person with legal standing who is being recorded and/or searched. This does not apply to crimes in progress or other circumstances that would allow the officer to be lawfully present without a warrant.

IX. WHEN NOT TO ACTIVATE

A. The use of a body-worn camera cannot be used to record by an officer in the following circumstances or conditions: Officers will not knowingly activate the body-worn camera in the following circumstances:

1. A potential witness who requests to speak to an officer confidentially or desires anonymity;
2. A victim or witness who requests that he or she not be recorded, and the situation is not confrontational;
3. A victim who requests that he or she not be recorded as a condition of cooperation and the interests of justice require such cooperation;
4. During tactical briefings or the discussion of operational safety and operational security or investigative procedures;

5. Undercover officers, except in the course of criminal investigation;
6. Strip Searches or searches involving the exposure of a person's private areas;
7. Public or private locker rooms, changing rooms, restrooms, unless it's in the performance of an official police investigation, and needed as part of the investigative record or evidence;
8. Doctor's or lawyer's offices, unless it's in the performance of an official police investigation, and needed as part of the investigative record or evidence;
9. Medical or hospital facilities, unless it's in the performance of an official police investigation, and needed as part of the investigative record or evidence;
10. Privileged communications such as a spouse, attorney, peer counselor, clergy, or labor representative.

11. When taking statements from/conducting interviews of persons who are victims of a crime of a sexual nature or medical professionals providing information pertaining to related examination(s) of the victim;
12. When taking statements from juvenile witnesses/victims;
13. When speaking to Bonafide confidential informants.

14. Other places where individuals unrelated to the investigation are present and would have a reasonable expectation of privacy, unless it's in the performance of an official police investigation and needed as part of the investigative record or evidence.

- B. Personnel are not required to activate the camera system during routine, incidental contact with a citizen (i.e., giving directions or lunch breaks).

X. RESTRICTIONS

- A. The use of a body-worn camera cannot be used to record by an officer in these circumstances or conditions:
 1. To surreptitiously record any department member without their consent, unless by court order, or unless lawfully authorized by the Chief of Police or designee for the purposes of a criminal investigation;
 2. The monitoring of persons based solely upon the person's political or religious beliefs or upon the exercise of the person's constitutional rights to freedom of speech and religious expression, petition and assembly under the United States Constitutions and Organic Act of Guam, or because of the content or viewpoint of the person's protected speech is prohibited.

XI. VICTIM AND WITNESS STATEMENTS

- A. When investigating, the officer shall attempt to record the crime victim or witness' statement with the body-worn camera. The recording may be valuable evidence that contributes to or complements an investigation. While evidence collection is important, the department also recognizes that it is important for officers to maintain credibility with people who want to share information with law enforcement.
- B. On occasion, an officer may encounter a reluctant crime victim or witness who does not wish to make a statement on camera. In these situations, the officer should continue to develop rapport with the individual while balancing the need for evidence collection with the individual's request for privacy.
- C. Should the officer use discretion and not record the crime victim or witness statement with the body-worn camera, the officer should document the reason for not fully recording the statement with the body-worn camera within the narrative of their police report.

XII. UNAUTHORIZED ACCESS AND USE

- A. All body-worn camera recordings shall remain the property of the Guam Police Department and constitute official records of the department's investigation.
- B. Unauthorized access to, or use, duplication, and/or distribution of body-worn camera files is strictly prohibited. Personnel shall not make copies of any body-worn camera file for their personal use or non-official purposes and are prohibited from using a recording device such as a phone camera or secondary video camera to record body-worn camera files.
- C. The body-worn camera shall not be used to record the following:
 1. Encounters that are not directly related to official activities in the proper performance of police duties.
 2. Performance of non-enforcement functions or administrative duties within a department facility.

XIII. ACCIDENTAL RECORDINGS

- A. In the event of an accidental activation of the body-worn camera where the resulting recording is of no investigative or evidentiary value, or not in compliance with this policy, the recording officer must inform their supervisor of such recording, and it must be documented within the precinct Activity Log. This entry shall indicate the date and time of the recording and the reason for deletion.

XIV. DOCUMENT USE OF BODY-WORN CAMERA

- A. Personnel should not substitute a body-worn camera recording for a detailed and thorough police narrative report. Personnel will continue to prepare police narrative reports as required by Department policies. Officers will document a police narrative report when a body-worn camera file is made associated with an incident. If no report is

filed during a traffic enforcement encounter, the officer will ensure the use of the body-worn camera is noted on the traffic citation.

- B. Any Body-Worn Camera recorded incident shall be documented in the associated police narrative reports, field interrogations, or traffic citations.

XV. UPLOADING, STORAGE AND RETENTION OF RECORDINGS

- A. All officers utilizing department-issued body-worn cameras will download all recorded footage prior to securing from their duty on the day of recording, however the department recognizes that circumstances may arise that prevent the download of recordings at the end of the shift (i.e., late calls, device malfunctions, etc.). In those cases, the officer(s) will advise their supervisor of the delay and download the recordings as soon as practical. Should any officer utilizing a body-worn camera become ill or need to secure from duty, it shall be the responsibility of the on-duty supervisor to take possession of the officer's body-worn camera and place it into the docking station so that any captured footage is uploaded/downloaded from the body-worn camera.
- B. All officers utilizing department-issued body-worn cameras will download all footage into the department-approved mass storage system. The current approved storage system will be cloud based storage maintained by the Guam Police Department.
- C. All images and recordings will not be shared with the general public, family members, or the media through direct viewing or through social media. Recorded footage is for official law enforcement use and purposes only. Any violation of this policy will be subject to administrative action, possibly including dismissal.
- D. All images and sounds recorded by the BWC are the exclusive property of the Guam Police Department. Accessing, copying, or releasing files for non-law enforcement purposes is strictly prohibited.
- E. All access to BWC data (images, sounds, and metadata) must be specifically authorized by the Chief of Police or his designee, and all access is to be audited to ensure that only authorized users are accessing the data for legitimate and authorized purposes.

XVI. BODY-WORN CAMERA RECORDINGS: STORAGE AND ARCHIVING

- A. Body-Worn Camera recordings must be retained in accordance with the Records Management Act.
- B. Body-Worn Camera recordings used as evidence in criminal or civil proceedings shall be retained in accordance with the Records Management Act.

XVII. RETRIEVAL AND OFFICIAL COPYING OF FOOTAGE

- A. Upon authorized written request from the Chief of Police or an approved legal request, i.e., court subpoena, authorized personnel from the Forensic Sciences Bureau are also authorized to access the department-approved cloud storage system(s) to retrieve and copy downloaded video footage, upon official direction and approval. This involves incidents that are needed for requests from the Office of the Chief of Police for official purposes or when the officer is unable to access and copy the footage as needed. All

copies obtained will be placed on either a NEW digital Video Disc or New Flash Drive. Personal external hard drives or Flash Drives ARE NOT AUTHORIZED STORAGE DEVICES.

- B. No officer or personnel shall access and copy any footage unless for official purposes or authorized for official purposes, and no officer or personnel shall copy footage to be shared or used in social media for personal interest or gain or any non-approved or non-authorized copying or use. Violations of this policy will result in administrative disciplinary action, possibly including dismissal.
- C. All personnel that obtain copies of stored, recorded video footage will submit a supplement report associated with the official police case number detailing the copying and the purpose, which will include a copy of the evidence/custody receipt form indicating that it was submitted as evidence. A form shall be created by Services Bureau detailing such activity.
- D. Copies obtained for an Internal Affairs Investigation or prepared for a court subpoena will be detailed and identified through the completion of an evidence custody receipt to ensure the chain of custody is documented.
- E. All requests for Body Worn Camera footage shall comply with T10 G.C.A. Chapter 77 Guam Police Department §77404 Body Worn Cameras Recordings: Release.

XVIII. REVIEW OF BODY-WORN CAMERA FILES

- A. All viewing of recorded and downloaded footage is for law enforcement use only and is subject to a "right to know" and "need to know" basis. Department personnel may only review body-worn camera files according to the provisions of this policy.
- B. No officer shall access any recorded event, to view, or copy, or any action involving access without the consent and presence of the on-duty Shift Supervisor, the Operations Sergeant, or the Precinct Commander. Once downloaded, the officer who made the recording will not access or return to the downloaded footage unless under the circumstances detailed herein.
- C. An officer should only review body-worn camera files, including those of other officers, in the following instances:
 1. For the purposes of completing criminal investigations and preparing official reports with the exception of Officer-Involved Incidents;
 2. Prior to courtroom testimony or for courtroom presentations;
 3. For potential training purposes;
 4. For the preparation of an Internal Affairs interview, including review with an officer representative, outside the presence of any investigator or supervisor;
 5. For other reasons(s) as specified with the permission and approval of the Chief of Police.

XIX. ADMINISTRATIVE REVIEW OF BODY-WORN CAMERA FILES

- A. It is not the intent of the department to review body-worn camera files for the purpose of general performance review of individual officers or to proactively discover policy violations. Supervisors and Internal Affairs personnel may, however, access body-worn camera files for administrative investigations limited to the specific complaint against the officer.
- B. Supervisors should, however, review body-worn camera files to ensure that body-worn camera equipment is functioning properly and officers are adhering to Department body-worn camera procedures. Inadvertent discovery of other allegations during this review requires the supervisor or Internal Affairs personnel to articulate the reason for expanding the scope of the investigation.
- C. Supervisors review the following recordings: Recordings of any officer injury; recordings of any citizen injury; recording of any use of force incident; recordings of any vehicle pursuit and actions taken following the pursuit; recordings of any incident resulting in a citizen's complaint.
- D. Supervisors who inadvertently discover minor, non-criminal policy violations will continue to have the discretion to resolve the violation with training or informal counseling. Should the policy violation rise to the level of more formal discipline, the supervisor will adhere to policies set forth in current General Orders including this General Order or the Guam Police Departments General Order regarding Departmental Rules and Regulations relevant to the violation.

XX. TRAINING WITH BODY-WORN CAMERA FILES

- A. A body-worn camera file may be utilized as a training tool for individuals, specific units, and the department as a whole with the involved officers' permission, provided that it is not part of an ongoing criminal investigation, administrative investigation, or court case. Department members recommending the utilization of a body-worn camera file for training purposes will submit the recommendation through the chain of command for approval of the Chief of Police.

XXI. OFFICER-INVOLVED INCIDENTS

- A. The department recognizes that the video images captured on the body-worn camera files are two-dimensional and cannot always capture the entire scene due to a number of limiting factors. The body-worn camera files should be considered but one piece of evidence collected from a scene or incident and not a singularly inclusive piece of evidence. Footage of this nature shall be immediately detailed to the on-duty supervisor, who shall immediately, as practical, inform his Precinct Commander of the existence of the footage.
- B. The footage must be downloaded in the presence of assigned investigators (Criminal Investigations Division and or Internal Affairs Section) the Supervisor and the Precinct Commander or designee of superior rank and function to ensure the proper download process and secure it in the ~~department-approved mass media storage system~~ or the manufacturer's "cloud storage" system.
- C. The Precinct Commander shall ensure the Chief of Police is informed of the presence of the captured recorded and downloaded video footage as soon as practical.

- D. No access to that footage and no attempts to delete the footage must be made by any personnel, and violations of this policy will result in administrative disciplinary action, including possible dismissal from the Guam Police Department, as well as possible criminal charges by the Office of the Attorney General if the deleted footage is relative to an ongoing criminal investigation.
- E. An Officer-Involved Incident includes:
 - 1. Officer-involved shootings;
 - 2. In-custody deaths; and
 - 3. Any intentional act by an officer which proximately causes serious injury likely to produce death to another.
- F. Following an Officer-Involved Incident, involved officers, herein defined as both involved officers and witness officers to the incident, shall not view their video or any video capturing their image or the incident on any device.
- G. The Chief or his designee shall have the discretion to permit officers involved to review video files prior to the initial interview.
- H. Investigators will be mindful that audio/video recordings have limitations and may depict events differently than the events recalled by the involved officer. When the investigator shows any audio/video recordings to an involved officer **after** the initial interview, the investigator will clarify points or statements made by the involved officer about the limitations of audio/visual recordings.
- I. The following is an example of a type of statement by the investigator to an involved officer that would be appropriate in a case involving video evidence that is shown to the officer involved after he/she has provided an initial statement. In these situations, the showing of a body-worn camera file to an officer will be documented in the investigator's report:

"In this case, there is video evidence that you will have an opportunity to view after you have given your initial statement. Video evidence has limitations and may depict the events differently than you recall and may not depict all of the events as seen or heard by you. Video has a limited field of view and may not capture events normally seen by the human eye. The "frame rate" of video may limit the camera's ability to capture movements normally seen by the human eye. Lighting, as seen in the video, may be different than what is seen by the human eye. Videos are a two-dimensional medium and may not capture depth, distance, or positional orientation, as well as the human eye. Remember, the video evidence is intended to assist your memory and recollection."

XXII. POLICY AND PROGRAM EVALUATION

- A. To ensure that this General Order complies with local, state, and federal laws and court rulings and meets the current needs of the Guam Police Department, the BWC program manager will annually review and evaluate the Body Worn Camera policy and program.

XXIII. TRAINING

- A. All officers will be trained and familiar with the use, operation, and maintenance of the Body Worn Camera device. Officers are required to wear the BWC device if assigned one unless directed by supervisory personnel or their designee or other unforeseen circumstances that prevent the wearing of the device.
- B. Officers who are issued a BWC must receive training in using the BWC and this General Order by an authorized department employee. Only those officers who have been issued a BWC and have received the department-authorized training may operate a BWC. Additional training may be required at periodic intervals to ensure the continued effective use and operation of the equipment, proper calibration, and performance, and to incorporate changes, updates, or other revisions in this General Order and equipment.

XXIV. REQUESTS TO VIEW / OBTAIN BWC FOOTAGE

- A. All requests to view or obtain a copy of BWC footage must be submitted in writing, clearly justifying the need for the review. A completed "Request to View" Form must accompany the written request, and approval from the Chief of Police is required before any BWC footage can be viewed or copied. The only exception to this requirement is when BWC footage is requested through a subpoena. In such cases, the subpoena shall be documented in the Evidence Library by authorized personnel from the Forensic Science Division authorized personnel to ensure proper record-keeping and chain of custody. Body Worn Camera footage is considered the property of the Guam Police Department and shall not be released to the public and or media outlets as outlined in §77404 Title 10 Guam Code Annotated Body Cam Recordings: Release,

STEPHEN C. IGNACIO
Chief of Police

Attachment: GPD BWC Request to View Form



GOVERNMENT OF GUAM
HAGATNA, GUAM 96932



GUAM POLICE DEPARTMENT

DIPATTAMENTON POLISIAN GUAHAN

BODY-WORN CAMERAS (BWC) REQUEST TO VIEW/RETRIEVE FORM

GENERAL ORDER NO. 700-00 (Vol. V-A)	Subject: BODY-WORN CAMERAS (BWC)
Date of Issue: May 23, 2025 (revised 9/04/2025)	
<input type="checkbox"/> SUBPOENA <input type="checkbox"/> NON-EVIDENTIARY <input type="checkbox"/> INTERNAL AFFAIRS <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> CRIMINAL	
REQUESTOR (Print Last, First, MI)	Rank _____
Assignment: _____	

INCIDENT DATA:

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Subject: BODY-WORN CAMERAS (BWC)
Date of Issue: XXXX
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GENERAL ORDER NO. 700-00 (Vol. V-A)
Subject: BODY-WORN CAMERAS (BWC)
Date of Issue: May 23, 2025 (revised 9/04/2025)

COMMANDER/SUPERVISOR APPROVING:

Name (Print Last, First, MI)	Signature	Rank/Title	Assignment

PROGRAM MANAGER CONCURRENCE:

Name (Print Last, First, MI)		Rank/Title	Assignment
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CRIME SCENE INVESTIGATOR:

Name: (Print Last, First, MI)		Rank	Assignment

Date Range **Time Video Viewed:** **From:** **To:** **Case No.:**

Personnel Viewing Footage:

Was Video Footage Copied: [] YES [] NO

If yes, explain how it was copied and to what type of media: (Disc, Thumb Drive, External Hard drive, Etc.)

Custody Receipt Attached: [YES] NO

If not, explain why there was no custody receipt attached

Approved // or Disapproved //

STEPHEN C. IGNACIO
Chief of Police

Date _____